

**MARTIN CITY COUNTY WATER DISTRICT  
BOARD OF DIRECTORS MEETING**  
August 18, 2016, LIETZ HALL, MARTIN CITY, MT  
**Minutes**

The meeting was called to order at 7:00 p.m. Present: Board Members Greg Doggett, Gary Sahl, and Jim Zerbe; General Manager/Chief Operator Shane Pierson, and Clerk Victoria Zerbe. Fay Dowling and Flip Paulson arrived shortly after the meeting started. Guests were Jacque Ferbrache, potential Director, and John Harrington, a Martin City resident.

**The Minutes for July 14, 2016 were approved by unanimous consent.**

John Harrington, who resides at 1<sup>st</sup> St. N in one of customer Bobbie Kay Beach's residences behind the Pumphouse, offered a proposal to rent the back portion of the Pumphouse's property for vehicle storage while he conducts his new automobile repair business across the alley. In return for parking up to 6 vehicles for up to 2 months at a time on the Pumphouse back lot, he offered to pay \$50 a month rent, cut the grass, and weed-wack the entire lot. The proposal will be on the Board's next month's meeting agenda. Liability and insurance issues must be explored. There is also a one-hundred foot well protection area in force. Any possible agreement must be in written form.

Board member-to-be Jacque Ferbrache was introduced.

The bacteriological water test results for coliform taken on August 15, 2016 at Glacier Hills Pumphouse, by Shane Pierson, were satisfactory.

For the Operator's Report, Shane Pierson reported that all Glacier Hills hydrants have been flushed and flush hydrants painted. With Flip Paulson's, owner of the RV park, permission, Mountain Meadow RV Park's hydrant will be painted in official colors and have a tamper seal attached. The Chief Operator completed Florian Seeger's new installation in Glacier Hills. The meter pit was salvaged from the old Headstart building, but was damaged during service line installation. Since damage cannot be definitely attributed to either party, the District will absorb 3 hours of installation time, while the customer will pay the remaining.

One and one-half hours of leak detection instrument training has been completed and 3 possible leak sites were pin-pointed. The leak detection company's representative, Cory, will verify the possible leaks tomorrow with Shane. Possible leak sites included 3/4" galvanized pipe across the highway, an abandoned hydrant, and in front of the storage units. Two valves and a blow-out valve are also suspect. According to Shane, the District's choices are digging up the possible sites or exactly pinpointing the leaks with Cory's more sophisticated machinery for approximately \$500. After Cory's concurrence on the possible leaks tomorrow, Greg Doggett, Board President, was given the authority to give Shane the go-ahead to prioritize the leaks and arrange for excavation, and not wait for next month's Board meeting for approval.

The General Manager will pick up the lead and copper test kits next week for distribution. Since the test site of customer Joyce Atthowe, Account #151, is now vacant, Shane will submit an alternative, within 1 block or 2 of the original site as mandated, to the Department of Environmental Quality. SOC, IOC, and arsenic testing are not due until next year. LHC Inc. of Kalispell has arranged to purchase up to 20,000 gallons of water per day, if needed,

from MCCWD for construction of the bike path from Coram to West Glacier. The work is estimated to take 1 to 2 months, and the metered hydrant by the County Road Department building will used. Billing under bulk water use was arranged.

Shane has received a quote on the relocation of the Glacier Hills Phase 3 flush hydrant to the lowest point of the Loop line. To add another hydrant rather than moving the current hydrant was estimated at \$2,900. The cost to excavate and move the existing hydrant is \$2,000.

**Greg made a motion to move the existing hydrant for \$2,000, Fay seconded the motion, and all approved.** Shane will arrange the relocation.

In order to have access to 5 old, turned-off meters in the future, the Chief Operator will install a \$5 nipple to extend each buried pipe for Work Order #2016-6. Shane needed to pull and repair the fitting on the water sample tap at Dennis Walter's residence, Act. #7, because its cap was filled with dirt. The meter for customer Kim Pier, Sequence # 330, was changed out. Work on Seq. #360 and #370 will be scheduled soon. The static level of Well #2 at 7.5 ft. was discussed next. The level usually measures 87 ft. Since Mark also was unable to explain the large difference, Shane will contact DEQ to help determine a cause.

Additional Work Orders will be issued for flushing hydrants, Seeger's new installation, leak detection work, lead and copper testing, verifying the UPS on the storage tank, and moving the Glacier Hills flush hydrant. Shane had discussed the O & M Strategy earlier with Greg.

In review of the System Reports, water loss remains high. It was noted that the Fire Department had reported usage of 4,000 gallons and that Shane used 400 gallons, recorded on the hydrant meter, for flushing. The July Usage Report was reviewed. It was noted that Paulson Resorts used substantially less water than the previous Mountain Meadow owners. Flip attributed the standard practice of conserving water in his previous home state as a contributing factor to less usage. The Board reviewed the Adjustments Report and the Rate Code Report.

The Clerk included RVS Software's answer to Gary Sahl's question at the last meeting on why the breakdown of the number of water users in various usages categories did not equal the total number of water users on the Usage and Loss Report. The Mosaics program, according to the RVS Software designer, attributes the discrepancy to accounts closed mid-month that are listed both as active and inactive. The Comparison Report reflected a water loss percentage decrease this year when compared to 2015.

The Clerk reviewed the District's financial statements for July 2016. Tax bill receipts of \$1,248.18 from Flathead County were deposited in Tax Roll Fund #7273. Due to end of the County's fiscal year, investment distribution was still not calculated for the month. The Profit and Loss statement for July depicted a positive Net Ordinary Income of \$1,093.95, and a positive Net Ordinary Income of \$8,776.93 for the first 7 months of the year. There were no questions on the Clerk's Time sheets.

The Disbursement Report for July 14 depicted the final bill payment of Bob Spoklie for Glacier Hills Phase 3 for \$192.68; the receipt of \$15,244.52 for the sale of the Central Ave. and 7<sup>th</sup> St. S lot; and the subsequent check to deposit \$10,000 of those funds into the District's Capital Improvement Fund. The remaining proceeds of the lot's sale will be used towards the Glacier Hills flush hydrant move and the replacement of the line north of Old Highway 2. Greg was

reimbursed for \$3,611, which he charged to his credit card, for the purchase of the Leak Detector LD-12 and the recording of Glacier Hills Phase 1,2, and 3 with the County. **A motion to approve the Disbursement Report was made by Greg, seconded by Fay, and unanimously approved by the Board.**

The Past Due Report was reviewed. The Board agreed to waive former Director Ila Gansereit's past due fees until she recovers from her hospital stays and illness. Andrew Bancroft, Account #95, and Kevin Davey, Act. #55, were posted for two months past due. If their bills aren't paid on time, Shane will turn off services on Monday. Meters will be read August 22.

Under Old Business, the Board President has been making plan corrections with A2Z Engineering on upgrading the 1 1/2" line currently serving Highway 2 East properties to a 4" line. The firm will follow up with customers who may have the line run through their properties.

MCCWD still owns 1 surplus property on 3<sup>rd</sup> Ave. S. The Board President signed a contract to continue the listing with Erick Robbins at ReMax for 1 year.

No activity has been made on possible solutions to the cost of fire hydrant repairs in response to the Martin City Rural Volunteer Fire Department Board's letter.

Under New Business, the relocation of the Glacier Hills flush hydrant was discussed earlier in the meeting.

The Board thanked retiring Director Gary Sahl for his service. **Board President Greg Doggett made the following motion: "In accordance with MCA 7-13-2662, Subsection (2), I make a motion that this Board appoint Jacque Ferbrache to fill the director's position vacated by Gary Sahl for the remainder of the term." Flip seconded the motion and all agreed.** Board members thanked Jacque for joining MCCWD, effective next meeting, and welcomed her to the Board.

Next Greg presented an explanation of the Flathead County Budget that was submitted to the County for the District in May. The County-revised, final budget was returned to the District for approval this week. The revised Budget included a 10% mill levy increase, which the Board President found excessive. The Clerk will work with the County to revise the increase in mill levy to .5% more than last year.

The next meeting was re-scheduled for Thursday, September 22, 2016 at 7:00 p.m. As there were no other items to discuss, Gary made a motion at 8:50 p.m. to adjourn, and Jim seconded it; all agreed.

Respectfully submitted,

Victoria Zerbe